



FAIRVIEW DEVELOPMENTAL CENTER JOB OPPORTUNITY BULLETIN

PROGRAM DIRECTOR-DEVELOPMENTAL DISABILITIES PROGRAM

SALARY RANGE	\$6702-\$8170
TENURE/TIME BASE	Permanent, Full Time
PROGRAM/DEPARTMENT	Clinical Services
FINAL FILING DATE	Until Filled

DESCRIPTION OF DUTIES: Duties are varied and complex requiring a high degree of initiative and independent action. The Program Director directs activities of a multidisciplinary staff in achieving Program area goals and assures implementation of the Individual Program Plan for each person that receives services related to the department. Special requirements for this position require demonstrated leadership ability, empathetic and objective understanding of the issues of persons with mental as well as developmental disabilities, tact, patience, and emotional stability. In this capacity, he/she is responsible for meeting the Program Requirements and performing the essential duties outlined in the Duty Statement.

WHO MAY APPLY: Candidates with list and transfer eligibility for the classification will be considered. Appointment will be subject to Department Restriction of Appointment (DROA), State Restriction of Appointment (SROA)/Surplus, and Reemployment list procedures. Applications will be reviewed and only the most qualified candidates will be scheduled for interviews. **Note:** Appointment subject to pre-employment physical and fingerprint clearances. Applications can be obtained from the Testing Office of Fairview Developmental Center or from the California Dept. of Human Resources website www.calhr.ca.gov. **Applications must be received in the Personnel Reception Office by no later than the close of business of the final filing date (4:30 PM). Applications postmarked, personally delivered or received via interoffice mail after the final filing date will not be accepted. Faxed applications or resumes will not be accepted.**

PLEASE SEND YOUR COMPLETED STATE APPLICATION (STD. 678) TO:

FAIRVIEW DEVELOPMENTAL CENTER
TESTING OFFICE, ROOM 211
2501 HARBOR BLVD.
COSTA MESA CA 92627
(714) 957-5255

IMPORTANT: PLEASE INCLUDE THE PROGRAM/DEPARTMENT NEXT TO THE JOB TITLE ON THE APPLICATION OR IT WILL NOT BE CONSIDERED FOR THE VACANCY.

FAIRVIEW IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

CLASSIFICATION TITLE: PROGRAM DIRECTOR – DEVELOPMENTAL DISABILITIES PROGRAM
RELEASE DATE: 04/28/16